

2015 IDOA Vendor Fair

An Update on New and Upcoming Cooperative Contracts

*Indianapolis, IN
October 20, 2015*



K12 Indiana

Easy. Efficient. Free.



One Indiana

Hundreds of vendors. Thousands of products. Millions in savings.



Library Indiana

Greater Savings and More Choices

Executive Summary

- Since 2008, the Indiana Department of Administration has collaborated to procure cooperative contracts which benefit K12 and local entities.
- We will profile six cooperative contracts, five of which – based on historical prices paid by users - represent a significant savings opportunity comparing. Additionally, we will reveal new categories that are either underway or planned for late 2015, early 2016.
- Goshen Community Schools is on it's fourth year of using K12Indiana as a primary source for purchase of supplies. We'll describe their approach to the program, considering the purchasing and accounting organization structure, and benefits realized at the school building level.
- OneIndiana Case Study with Brown County

Catalogs

There are 36 contracts across 19 service & commodity categories in the system, giving K12 entities instant access to the products and services they need.

Category	Total Contracts	ESC Contracts
Audio Visual	4	4
Classroom Supplies	4	3
Communications	1	0
Copy Paper	1	1
Digital Resources	2	2
Equipment Maintenance	1	0
Flags/Flag Accessories	1	0
Fuel	1	0
Furniture	1	0
Information Technology Hardware and Software	3	2

Category	Total Contracts	ESC Contracts
Insurance	1	0
Janitorial	2	1
Library Supplies	1	1
Maintenance Repair and Operations (MRO)	4	0
Medical Supplies	1	1
Office Equipment and Supplies	2	0
Office Products	1	0
Purchasing Cards	2	0
Vehicle Parts/Accessories	3	0

* ESC contracts are only available to ESC members

The Savings Opportunity

A significant savings opportunity exists across the coordinated sourcing contracts in place today, comparing new contract prices to historical prices paid by users.

Category	Vendor(s)	Contract Term Dates	Savings Opportunity
Office Supplies & Toner	Staples	4/1/14-3/31/16, option to renew for two additional years	Up to 60%
Copy Paper	The Paper Corporation	6/30/15-12/31/15	\$30K
MRO General Industrial Supplies, Lamps & Ballasts, Plumbing Products & Supplies	Fastenal	2/18/14-2/17/16, option to renew for two additional years	Up to 39%
MRO – Floor Cleaning, Paper, & Dispenser Products	Staples	1/1/14-12/31/15, option to renew for two additional years	Up to 58%
Paint	PPG	8/1/2014-7/31/2016, option to renew for two additional years	Up to 26%

Other Available Contracts

IDOA and the Indiana Education Service Centers hold contracts with hundreds of vendors covering a variety of commodities and services that are available to K12 entities. Below is a list of contracts worth noting:

- ✓ CISCO Products, Data & Voice Network Products, State QPA 12921, 7/1/2012-6/30/2015 (option for two year renewal), Equipment discounts range from 45-49% off list
- ✓ Frey Scientific, Science and Lab Supplies, CIESC Bid #C-CIESC-F, valid through 12/31/2016, 25% discount off list for standard and elementary catalogs
- ✓ School Specialty, Classroom Supplies, CIESC Bid #7776968078, valid through 12/31/2016, Discounts range from 25-34% off list with a deeply discounted market basket made up of frequently purchased products
- ✓ Food Services, various ESC Bids, regionalized and includes dairy, bakery, paper supplies, and general food distributors
- ✓ School Buses, CIESC Bid, approximately 250 entities have purchased more than 3,600 buses totaling \$310 million in spend

The full list of contracts can be found at <http://in.gov/idoa/2450.htm> and <http://www.ciesc.k12.in.us/services/coop-purchasing/home>. ESC Purchasing Directors and Coordinators are available to discuss contract details.

Coming Soon...

Title	Status		
	Solicitation Status	Award	Ready for Purchase
Electronic Copy Collections	Contract preparation underway		4 th Quarter 2015
Hard Copy Collections	Contract preparation underway		4 th Quarter 2015
Office Equipment	Awarded to Ricoh	Contract finalization underway	July, 2015
Office Furniture	RFP under evaluation	End of CY 2015	Middle of CY 2016
Vehicles	RFP under development	November, 2015 (Tentative)	1 st Quarter 2016
Vehicle Glass, Parts, and Accessories	RFP under development, will be released after vehicle contracts are awarded (1 st Quarter 2016)	Middle of CY 2016	End of CY 2016
Pesticide Services	RFP under development	Beginning of CY 2016	Middle of CY 2016

K12Indiana Case Study

GOSHEN COMMUNITY SCHOOLS

K12Indiana Case Study

With more than 140 school districts who purchased supplies through K12Indiana in CY 2014, the team selected Goshen Community Schools to profile in a case study due to their thoughtful approach, efficient implementation, and positive results.



Goshen Community Schools

Elkhart County

Suburban Demographic Type

Education Service Center Member
(since 1977)

Approximately 6,600 Students
Seven Elementary, One Middle
School, One High School

K12Indiana Spend Totals

2012: \$65,283

2013: \$128,951

2014: \$120,622

The Approach

Decentralized ordering model where bookkeepers at each building are responsible for purchasing decisions at their respective building.

No requirement to use K12Indiana, but it was highly encouraged based on the following benefits:

- Catalogs are housed in a central location for one stop shopping.
- System provides great search functionality for comparisons and optimization.
- The State and Service Centers have already done the competitive procurement and negotiated terms and prices, they “have our back” when there is an issue with pricing or supplier performance.

Implementation and Training

The level of effort to get users set up and trained was minimal. It included:

- Completing an excel spreadsheet template for the ESC to establish an account with user names and passwords.
- One hour training session led by the ESC and SpendBridge with a step by step instructional guide.
- Incorporation of bookkeeper demonstrations, testimonials, and discussions during already scheduled bimonthly bookkeeper meetings.
- New user training and “trouble-shoot” support provided on demand by super users within the district.

K12Indiana Case Study

Results

Immediate feedback from bookkeepers was positive, with six buildings implemented and using K12Indiana as their primary purchasing source.

Realized savings when using contracts for copy paper, office supplies, classroom supplies, scientific supplies, and flags include:

- Competitive prices.
- Improved terms such as next day delivery.
- Decrease in time spent by bookkeepers searching for products and placing orders through various sources.

New Opportunities

Create additional efficiencies through integration of K12Indiana with newly implemented accounting system, New World).

Expand catalog offering and one stop shopping in K12Indiana by adding catalogs from local suppliers used by the district.

OneIndiana Case Study

Client

Brown County, located in the southern central portion of Indiana, shares a governing structure typical of counties across the State. A City Council, Board of Commissioners, Court, and other elected County Officials (including sheriff, coroner, auditor, treasurer, recorder, surveyor, and circuit court clerk) function, often times autonomously, to fulfil cross-county needs. Dr. Michael Thompson, the Brown County Administrator, and Laura Minnett, the office administrator, work to make government purchases more cost effective and efficient, and have in turn partnered with the OneIndiana program.



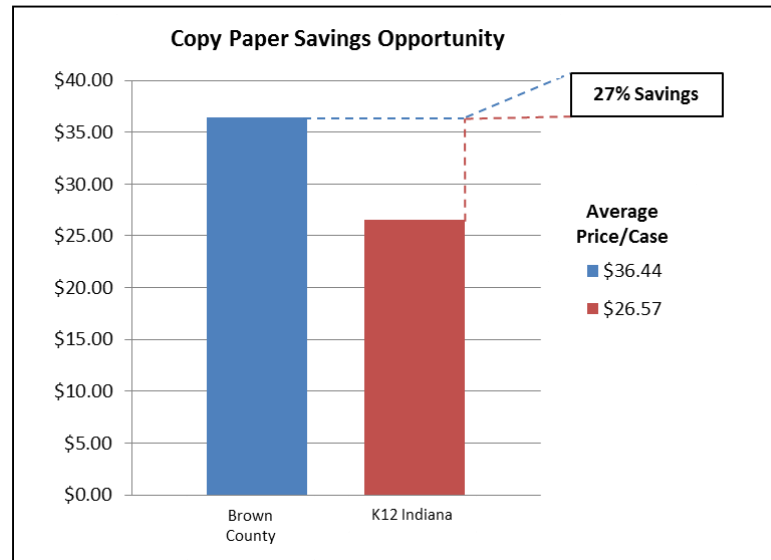
Challenge

Dr. Thompson and Ms. Minnett discovered that previous contract prices for basic supplies (e.g., furniture, copy paper and staplers) were not as competitive as possible through research at the County Administrator's Office. At the same time, Dr. Thompson by way of his experiences as a school superintendent was familiar with OneIndiana, a State initiative designed to leverage purchasing power and save taxpayer money through better pricing. While Dr. Thompson and Ms. Minnett knew that better pricing existed for items that the County regularly purchased, they knew they were limited in saving County dollars. For example, neither could set purchasing policy for autonomous departments or require use of certain contracts.

OneIndiana Case Study

Solution

Dr. Thompson and Ms. Minnett realized that the best way to save taxpayer money was to show County departments the savings opportunity available through competitively priced agreements. As an initial example, they began gathering data on actual prices paid for copy paper, and then presented savings opportunities and other benefits of OneIndiana suppliers, such as next day delivery to departments.



Ms. Minnett scheduled meetings with various County departments and presented the benefits of OneIndiana. This in turn led to the creation of a unique association of departments with OneIndiana purchasing capabilities, which allowed them to maintain autonomy (no County Administrators office oversight) for their own purchases.

OneIndiana Case Study

Results

After meeting with Ms. Minnett about the savings opportunities available through OneIndiana, 15 departments across Brown County were set up to use the program within one month. As part of the account set up process, the OneIndiana team provided one-on-one training (as well as “train the trainer” sessions to help troubleshoot potential issues later on) on how to use the program. All in all, it took each department less than one hour to begin using the program. Since joining OneIndiana, many departments have expressed positive feedback about its ease of use and highly competitive prices.

Appendix

CONTRACT OVERVIEW & SAVINGS DETAIL

- Office Supplies and Toner
- Copy Paper
- IT Hardware
- MRO (General Industrial, Lamps and Ballasts, and Plumbing)
- MRO (Floor Cleaning, Paper, and Dispenser Products)
- Paint and Paint Supplies

Contract Overview and Savings Detail

OFFICE SUPPLIES AND TONER

Savings Estimation: Office Supplies and Toner

Contract Overview

Vendor: Staples

Contract Term: 4/1/2014 – 3/31/2016, option for two, one year renewals

Contract Highlights:

- ✓ Minimum order quantity applies to State purchases **only**
- ✓ Next day delivery guarantee
- ✓ 100% fill rate guarantee for Market Basket (Core List) items, representing the most commonly purchased items
- ✓ May access pricing at retail locations with a Staples-issued convenience card or pre-registered P-card
- ✓ Separate K12 Office Supply and Toner Market Baskets (Core Lists) were established to align the products with unique K12 needs

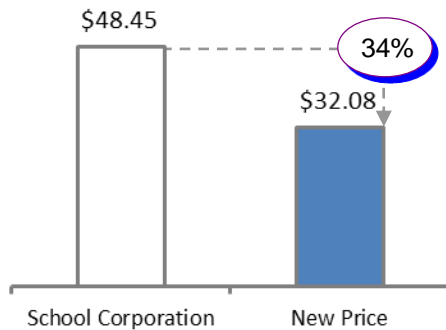
Savings Opportunity

Comparing negotiated prices to historical prices and quantities collected from a sample of local government entities, the products on the market basket represent a **savings opportunity of 25-30%**.

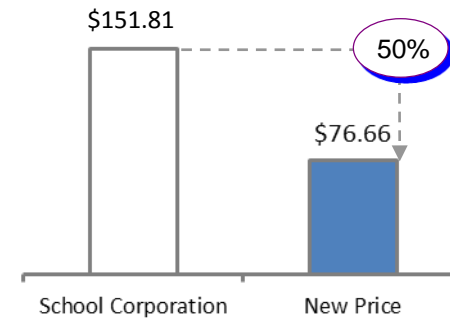
With a 60% discount off list price for non-market basket products, **the overall savings opportunity is estimated at 27%**.

Sample Results: Office Supplies and Toner

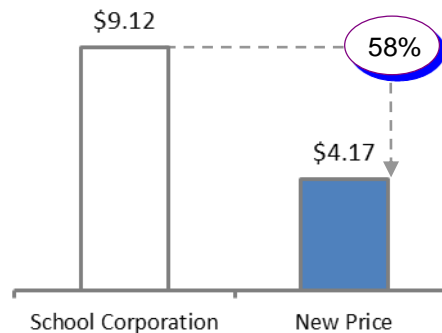
HP Q2612A Toner, Laserjet Cartridge, UOM EA
SKU: 516331



HP Laserjet 64A Black Toner, UOM EA
SKU: 735511



Clasp 9x12 Natural Brown, 100 per box, UOM BX
SKU: 522180



Contract Overview and Savings Detail

COPY PAPER

Savings Estimation: Copy Paper

Contract Overview

Vendors: The Paper Corporation

Contract Term: 6/1/2015-12/31/2015

Contract Highlights:

- ✓ OneIndiana team has aggregated advance orders to influence lower prices during the competitive bid process
- ✓ Paper products vary by source (import and domestic) and specification (virgin and recycled)
- ✓ Quantities offered by the case with the exception of 8.5x11 white copy paper which may be purchased at a reduced case price by the skid (40 cases) or truckload (840 cases)
- ✓ Price includes delivery equipment (e.g., liftgate)
- ✓ 20 case Minimum Order Quantity (MOQ), \$60 handling fee for orders between 20-39 cases, may mix items to reach MOQ

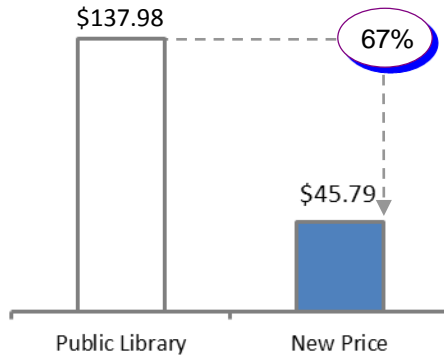
Savings Opportunity

Since February, 2012 more than 70 local government entities have decreased their copy paper costs by an average of 4%, with a **total estimated savings (from last price paid) of \$30,000.**

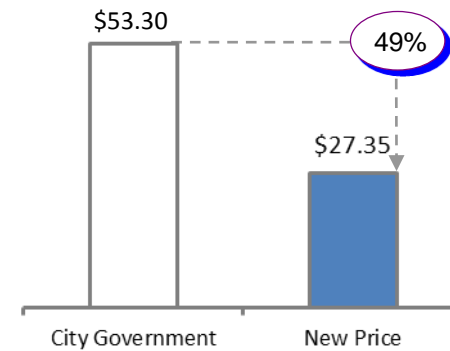
More than two-thirds of savings is driven through highly discounted case prices for 8.5x11 white copy paper purchased in the skid and truckload quantities.

Sample Results: Copy Paper

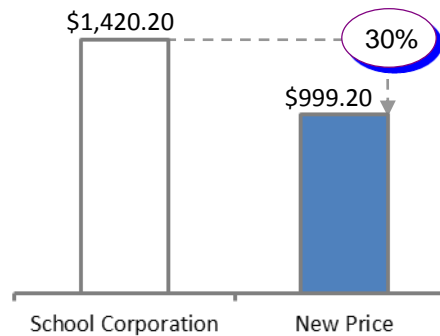
Public Library
Brights Copy Paper
8.5x11, 20#, Case



City Government
White Copy Paper
11x17, 20#, Case



School Corporation
White Copy Paper
8.5x11, 20#, Skid



Contract Overview

IT HARDWARE

Contract Detail: IT Hardware

Contract Overview

Vendor: Hewlett-Packard Co.

Contract Term: 10/24/2013 – 10/23/2014, option for two, one year renewals

Product Category Pricing and Order Cycle Times:

Product Category	Configurations & Core List (#, Price Range)	Non-Configuration & Non Core List (Minimum % Discount Range)	Order Cycle Time ¹ (Days Range)
Desktops	2, \$499.00-1,252.00	20-25%	9-11
Laptops	2, \$651.00-1,473.00	20-25%	6-15
Servers	4, \$4,651.34-10,612.40	14-30%	13-23
Monitors	4, \$112.00-207.00	20%	9-11
Printers	4, \$225.00-1,626.58	25-30%	8-13
Tablets	1, \$1,172.00	13%	16-19
Peripherals	142, very large due to diversity of peripheral catalog	7-10%	11-14
Value Add Services (Desktops and Laptops)	12, \$4.00-125.00	N/A	N/A

¹Cycle times are business days

A full list of assumptions for order cycle times is contained in the contract, Exhibit H

Contract Overview and Savings Detail

MRO – General Industrial Supplies, Lamps and Ballasts, and Plumbing Products and Supplies

Savings Estimation: MRO – General Industrial Supplies, Lamps and Ballasts, and Plumbing Products and Supplies

Contract Overview

Vendor: Fastenal

Contract Term: 2/18/2014 – 2/17/2016, option for two year renewal

Contract Highlights:

- ✓ No Minimum Order Quantities (MOQ)
- ✓ Next day delivery guarantee
- ✓ 100% fill rate guarantee for Market Basket (Core List) items, representing the most commonly purchased items
- ✓ Training and product demonstrations available, on demand
- ✓ Acceptance of P-card with no credit card processing fees
- ✓ Fastenal Automated Supply Technology (FAST) vending machines provided at no cost with Fastenal maintaining full and exclusive ownership

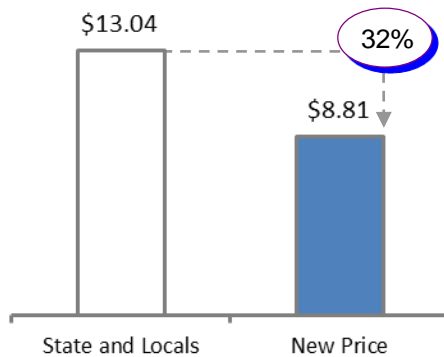
Savings Opportunity

Comparing negotiated prices to historical prices and quantities collected from a sample of local government entities, the products on the market basket represent **an average savings opportunity of:**

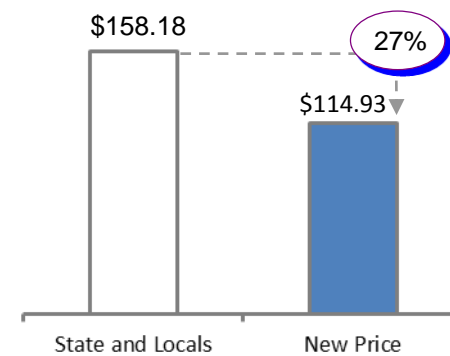
- ✓ **39% for General Industrial Supplies**
- ✓ **17% for Lamps and Ballasts**
- ✓ **24% for Plumbing Products**

Savings Estimation: MRO – General Industrial, Lamps and Ballasts, and Plumbing Products and Supplies

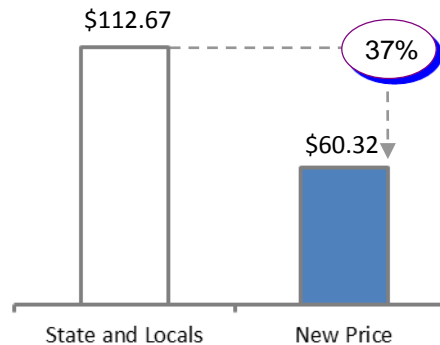
8-7/8"H x 42"W 1"D Air Filter HC Pleat
SKU: 11750-06891



400 W Mogul Base ED18 Ceramalux [REG] Clear HID Bulb
SKU: 0640099



#12 Black THHN Stranded Wire 500 ft
SKU: 0700360



Contract Overview and Savings Detail

MRO - Floor Cleaning, Paper, and Dispenser Products

Savings Estimation: MRO – Floor Cleaning, Paper, and Dispenser Products

Contract Overview

Vendor: Staples

Contract Term: 1/1/2014 – 12/31/2015, option for two year renewal

Contract Highlights:

- ✓ No minimum order quantities
- ✓ Next day delivery guarantee
- ✓ 100% fill rate guarantee for Market Basket (Core List) items, representing the most commonly purchased items
- ✓ Training and product demonstrations available, on demand
- ✓ Acceptance of P-card with no credit card processing fees
- ✓ Dispensers provided Free On Loan (FOL) for initial 24 months, then user takes ownership of dispenser (requires signed Dispenser Use Agreement)

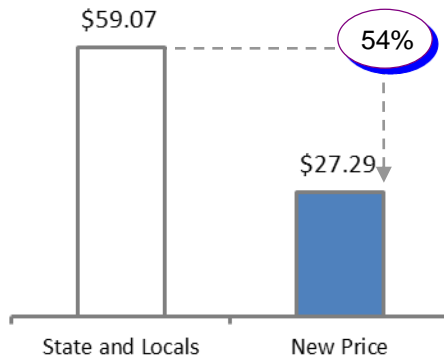
Savings Opportunity

Comparing negotiated prices to historical prices and quantities collected from a sample of local government entities, the products on the market basket represent a **savings opportunity of 36%**.

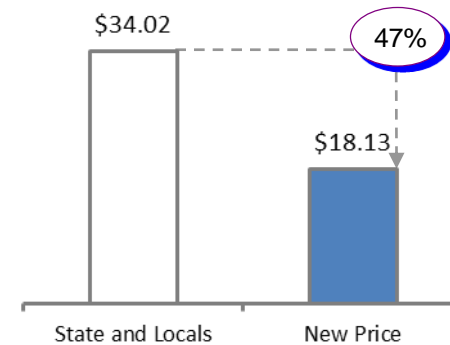
With a 40% discount off list price for non-market basket products, **the overall savings opportunity is estimated at 58%**.

Savings Estimation: MRO – Floor Cleaning, Paper, and Dispenser Products

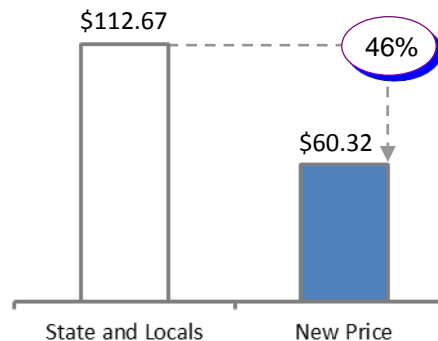
Gojo Luxury Foam Hand Wash Refill for FMX-20 Dispenser, Cranberry, 2,000 ml, 2 per package, UOM PKG
SKU: GOJ526102



Heavenly Soft™ Hardwound Towels, Natural, 6 rolls per count, UOM CT
SKU: 290088



Wypall X80 Shop Wipers, 18 per case, UOM CS
SKU: 20023



Contract Overview and Savings Detail

Paint and Paint Supplies

Savings Estimation: Paint and Paint Supplies

Contract Overview

Vendor: PPG

Contract Term: 8/1/2014 – 7/31/2016, option for two year renewal

Contract Highlights:

- ✓ No minimum order quantities
- ✓ Next day delivery guarantee
- ✓ 100% fill rate guarantee for Market Basket (Core List) items, representing the most commonly purchased items
- ✓ Training and product demonstrations available, on demand
- ✓ Acceptance of P-card with no credit card processing fees
- ✓ Product samples for testing purposes are provided at no cost within two to four business days of the request

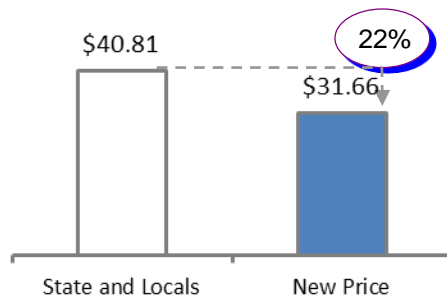
Savings Opportunity

Comparing negotiated prices to historical prices and quantities collected from a sample of local government entities, the products on the market basket represent a **savings opportunity of 29%.**

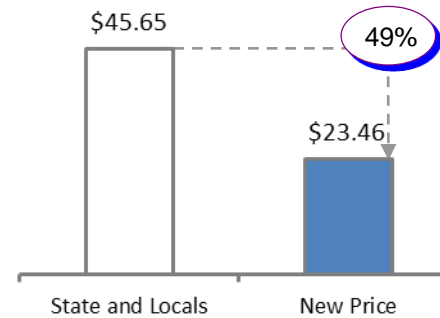
With a 45% discount off list price for paint and 35% discount off list for paint supplies, **the overall savings opportunity for non-market basket products is estimated at 9%.**

Savings Estimation: Paint and Paint Supplies

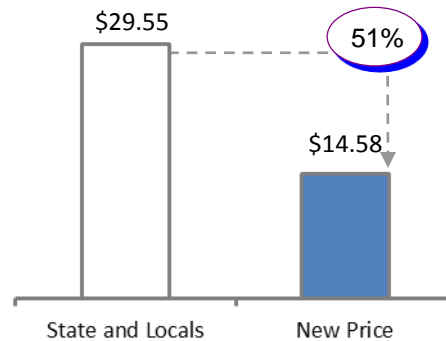
Zonemark Field Marking Paint, White, 5 Gal
SKU: 50-310/05



Water Based 1K Epoxy Semi-Gloss, 1 Gal
SKU: 16-510/01



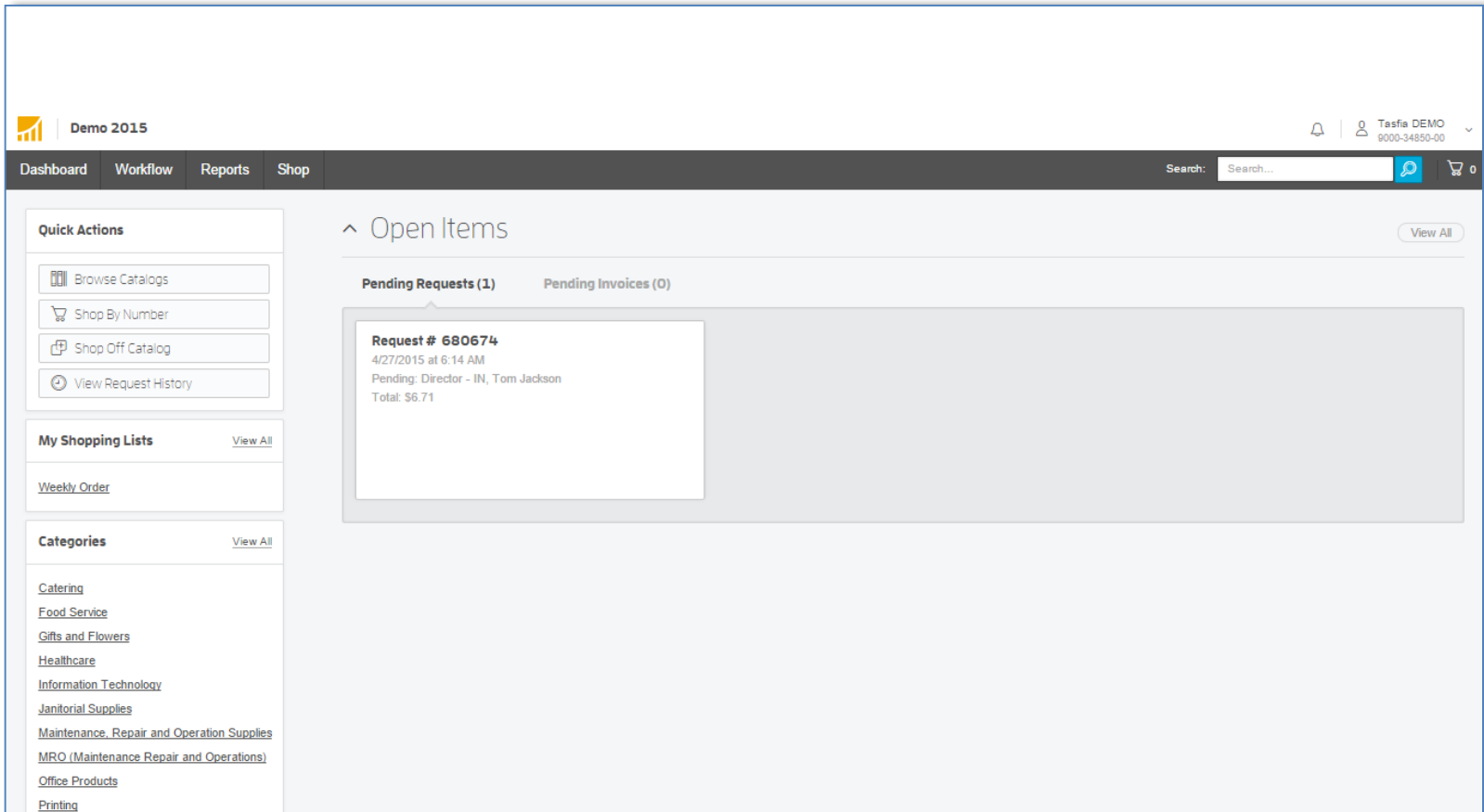
Zero Volatile Organic Compound (VOC) Interior Semi-Gloss,
1 Gal
SKU: 6-4510XI/01



Appendix

SPENDBRIDGE DEMONSTRATION

Home Page



The screenshot displays the SpendBridge Home Page. At the top, there is a navigation bar with the following elements: a logo, the text "Demo 2015", a search bar with the placeholder "Search...", and a user profile section for "Tasfia DEMO" with the ID "9000-34850-00". Below the navigation bar is a dark sidebar containing the following menu items: "Dashboard", "Workflow", "Reports", and "Shop".

The main content area is divided into two columns. The left column contains three sections:

- Quick Actions**: A list of four buttons: "Browse Catalogs", "Shop By Number", "Shop Off Catalog", and "View Request History".
- My Shopping Lists**: A section with a "View All" link and a "Weekly Order" link.
- Categories**: A list of categories with a "View All" link: "Catering", "Food Service", "Gifts and Flowers", "Healthcare", "Information Technology", "Janitorial Supplies", "Maintenance, Repair and Operation Supplies", "MRO (Maintenance Repair and Operations)", "Office Products", and "Printing".

The right column is titled "Open Items" and contains a "View All" button. Below this title, there are two sections:

- Pending Requests (1)**: A section containing a single request card for "Request # 680674". The card details are: "4/27/2015 at 6:14 AM", "Pending: Director - IN, Tom Jackson", and "Total: \$6.71".
- Pending Invoices (0)**: A section that is currently empty.

Catalogs Page

The screenshot displays the SpendBridge interface for a 'K12Indiana Demo Account'. The top navigation bar includes 'Workflow', 'Bids', and 'Shop' tabs, a search bar, and a shopping cart icon showing 12 items. A left sidebar lists various categories such as Audio Visual, Classroom Supplies, and Janitorial. The main area, titled 'All Catalogs', features a grid of eight catalog cards. The first row includes 'Acorn Janitorial (CIESC Bid)', two 'Anthem Health Insurance' cards for different user groups, and 'AVES (CIESC Bid)'. The second row includes 'Bell Techlogix' and three 'State Use Program' cards for Bona Vista Work Center, Bosma Industries, and Bosma Industries for the Blind. Each card displays a logo, title, description, and expiration date of 9/30/2015.


Categories [View All](#)

- [Audio Visual](#)
- [Classroom Supplies](#)
- [Clothing and Uniforms](#)
- [Communications](#)
- [Copy Paper](#)
- [Digital Resources](#)
- [Equipment Maintenance](#)
- [Flags/Flag Accessories](#)
- [Food and Beverages](#)
- [Fuel](#)
- [Furniture](#)
- [Information Technology Hardware and Soft...](#)
- [Insurance](#)
- [Janitorial](#)
- [Laboratory and Medical Supplies](#)
- [Library Supplies](#)
- [Maintenance Repair and Operations \(MRO\)](#)
- [Medical Supplies](#)
- [Office Equipment and Supplies](#)
- [Office Products](#)
- [Print and Mailing](#)
- [Project-Based Work Solutions](#)
- [Public Safety Equipment](#)

All Catalogs

ACORN	1	1	AVES
Acorn Janitorial (CIESC Bid) \$250 Min. Janitorial Products from Acorn. \$250 minimum order for free shipping. Janitorial Expires: 9/30/2015	Anthem Health Insurance - Local Units of Governments Health Insurance Insurance	Anthem Health Insurance - School Corporations Health Insurance Insurance	AVES (CIESC Bid) Audio Visual Systems. Catalog includes document cameras, camcorders, and projectors. Audio Visual Expires: 9/30/2015
Bell Techlogix Bell Techlogix For Microsoft Software. An ECESC Agreement. Information Technology Hardware and	State Use Program Bona Vista Work Center (State Use Program) - Spill Kit Providing employment opportunities to	State Use Program Bosma Industries for the Blind (State Use Program) - Disposable Gloves	State Use Program Bosma Industries for the Blind (State Use Program) - Kits for Flu Prevention



Shopping Cart


Demo 2015
🔔
Tasfia DEMO
9000-34850-00

Dashboard
Workflow
Reports
Shop

Search:
🔍
🛒 2


Shopping Cart
Save Cart as List | Print Cart



<input type="checkbox"/>	Image	Product Info	Dept. and Account Codes	Quantity		Unit Price	Subtotal
<input type="checkbox"/>		54520 EASYNAP TABLETOP NAPKIN DISPENSER 110969 Vendor: Waxie	Account Code: (First 4 field(s) required) <input type="button" value="SPLIT"/> <div> <div>Corporation 2503 ✕</div> <div>Location 16001 ✕</div> <div>Program 052201 ✕</div> <div>Account 64200 ✕</div> </div> Department: (No Department)	1		\$1.18	\$1.18
<input type="checkbox"/>		24 oz Trigger Sprayer Simple Green Liquid Concentrate Cleaner 620350-131414 Vendor: Fastenal	Account Code: (First 4 field(s) required) <input type="button" value="SPLIT"/> <div> <div>Corporation 2503 ✕</div> <div>Location 16001 ✕</div> <div>Program 052201 ✕</div> <div>Account 64200 ✕</div> </div> Department: Anaesthetics	1		\$ 6.7144 Each	\$6.7144

Attachments

Subtotal: \$7.89
 Grand Total: \$7.89



Checkout

 Demo 2015

  Tasfia DEMO
9000-34850-00

DashboardWorkflowReportsShop

Search:

  2


Billing and Shipping Information [Next Step](#)

Bill to:
Demo - Parent Account
Laura Armstrong
201 N Illinois Street
Suite 1701
Indianapolis, IN 46204


Ship To:


Demo - Parent Account (Default)

201 N Illinois Street
Suite 1701
Indianapolis, IN 46204

Initial Request Note 

Instructions

Delivery Instructions 

Instructions for All Vendors 

[Next Step](#)

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Q & A